

15 November 1984

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Acting Director of Logistics

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SUBJECT: Report of Significant Logistics Activities for
Period Ending 15 November 1984

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1. Progress Report on Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

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2. Events of Major Interest That Have Occurred During
the Preceding Week:

a. New Building Project: A meeting was held at the General Services Administration (GSA) on 13 November 1984 to reschedule that portion of the construction agreed to be set aside for small business. A new bid package will be created and turned over to GSA in January 1985. The bid package will contain security checkpoints, paving, curbing, site lighting, and landscaping.

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b. Status of DCI's New Vehicle: The new Buick Electra Limited, which was procured before the end of FY-84 for the DCI, was recently returned to the contractor for painting. The light blue metallic exterior color was changed to a dark blue/black. The Office of Logistics (OL) still awaits information on which contractors are able to perform the vehicle armoring in concurrence with the Office of Security's strict specifications. The bullet-resistant glass which was also ordered prior to 30 September 1984, will be delivered by 14 December 1984 for installation by the motor pool staff.

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d. Additional Parking for Chamber of Commerce Building:
OL representatives met at the Chamber of Commerce Building site to ascertain the capability of expanding the west parking lot area at that facility. The lessor's agent has indicated a willingness to pave that area which will allow for an additional 50 small-car parking spaces. The lessor is awaiting engineering drawings for that area which address the topography, drainage systems, and county approval.

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e. Release 4/Printing and Photography Division/OL: The production segment of the Main Printing Plant Atex Configuration System was converted to the Release 4 hardware/software this past weekend (10 to 12 November). All hardware is connected to the new system with the exception of the Camex forms terminal. The Camex equipment will stay on the Release 3 system until a communications interface with the Release 4 system is completed by the vendor.

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h. Headquarters Operations and Maintenance Transition:

(1) On 13 November 1984, Allied and GSA electricians began joint usage of the Electric Shop. This joint usage will continue until GSA completes remaining work orders at approximately the end of the month.

(2) On 13 November 1984, Allied assumed responsibility for and control of the Plumbing Shop.

(3) Allied's transition in the custodial area is now complete with their taking over responsibility for the Printing and Photography Building and the guard gatehouses effective 13 November 1984.

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i. Wine and Cheese Party: On Wednesday, 14 November 1984, a wine and cheese party, arranged for by the Public Affairs Office and catered by employees of the Executive Dining Room, was held in the North Cafeteria for the Alumni of Fordham University. The DCI, who is a graduate of Fordham, was the host of the party and spoke to attendees in the Auditorium. Every effort was made to make the North Cafeteria look as attractive as possible in spite of the renovation in progress.

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j. Cafeteria Renovations:

(1) North Cafeteria: Demolition of the North Cafeteria ceiling is complete. All of the new dry wall ceiling has been hung. The taping and patching operation for the new ceiling is scheduled for 16 to 19 November.

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(2) South Cafeteria: Demolition is continuing in the loft area and is nearing completion. Demolition of the ceiling area in the rest of the cafeteria also started last weekend. All serving tray cubicles have been removed, and the installation of the new dry wall ceiling metal hanging support work was also started. Work is scheduled to resume on 16 November. []

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k. Pedestrian Tunnel Repair: In order to prevent disturbing Office of Security polygraphers, the contractor was prevented from jackhammering between the hours of 0830 to 1630 daily. This action caused a delay in the removal of steps. The contractor worked on Saturday, 10 November 1984, to remove the remaining steps and to finish removing old waterproofing. The new parget topping course will be installed the week of 13 November. It will take 7 days for the parget topping course to cure. []

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3. Significant Events Anticipated During the Coming Week:

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